

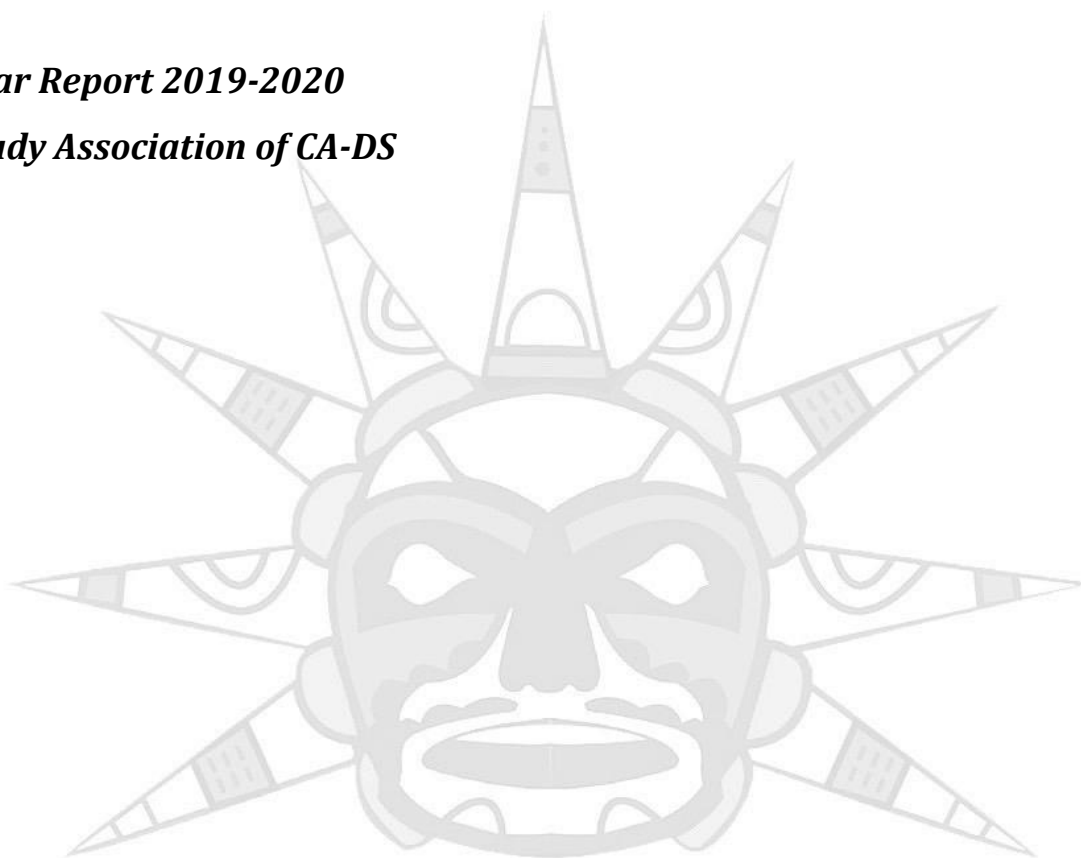


Universiteit Leiden

ITIWANA

Year Report 2019-2020

Study Association of CA-DS



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PREFACE

You are about to read the year report of the study association Itiwana. We have drafted a policy and presented these plans at the General Assembly: Policy Presentation. This report consists of an overview after twelve months of operating.

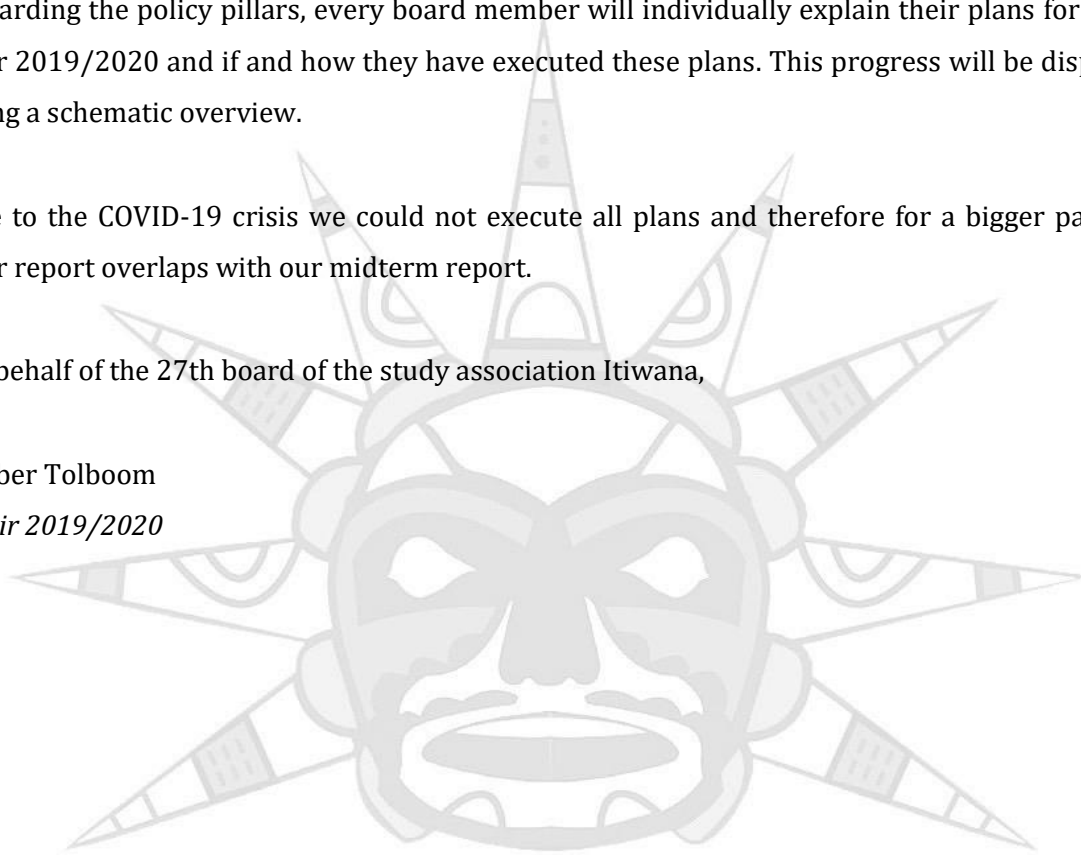
The 27th board and the committees have been busy with realizing the plans. In this report all questions about what has been done and what has to come will be answered.

Regarding the policy pillars, every board member will individually explain their plans for board year 2019/2020 and if and how they have executed these plans. This progress will be displayed using a schematic overview.

Due to the COVID-19 crisis we could not execute all plans and therefore for a bigger part our year report overlaps with our midterm report.

On behalf of the 27th board of the study association Itiwana,

Amber Tolboom
Chair 2019/2020



BOARD DIVISION

Naam en Functie	Verdeling commissies		
Amber Tolboom Chair	Guide of the First Years Committee	Contact WDO	
Loes Moree Secretary	ICA Committee	Clothing Line	
Simone van der Hoek Treasurer	Travel Committee		
Wouter Keijzer Education Officer	Education Committee	LaSSA	Contact SKG
Jet Huugen External Affairs Officer	Acquisition & Alumni Committee	Survival Committee	
Simone Luca Activities Officer	Activities Committee	Clothing Line	
Mandy Huibregtsen Communications Officer	Bulletin Committee	Photo Committee	

COMMITTEE COMPOSITION

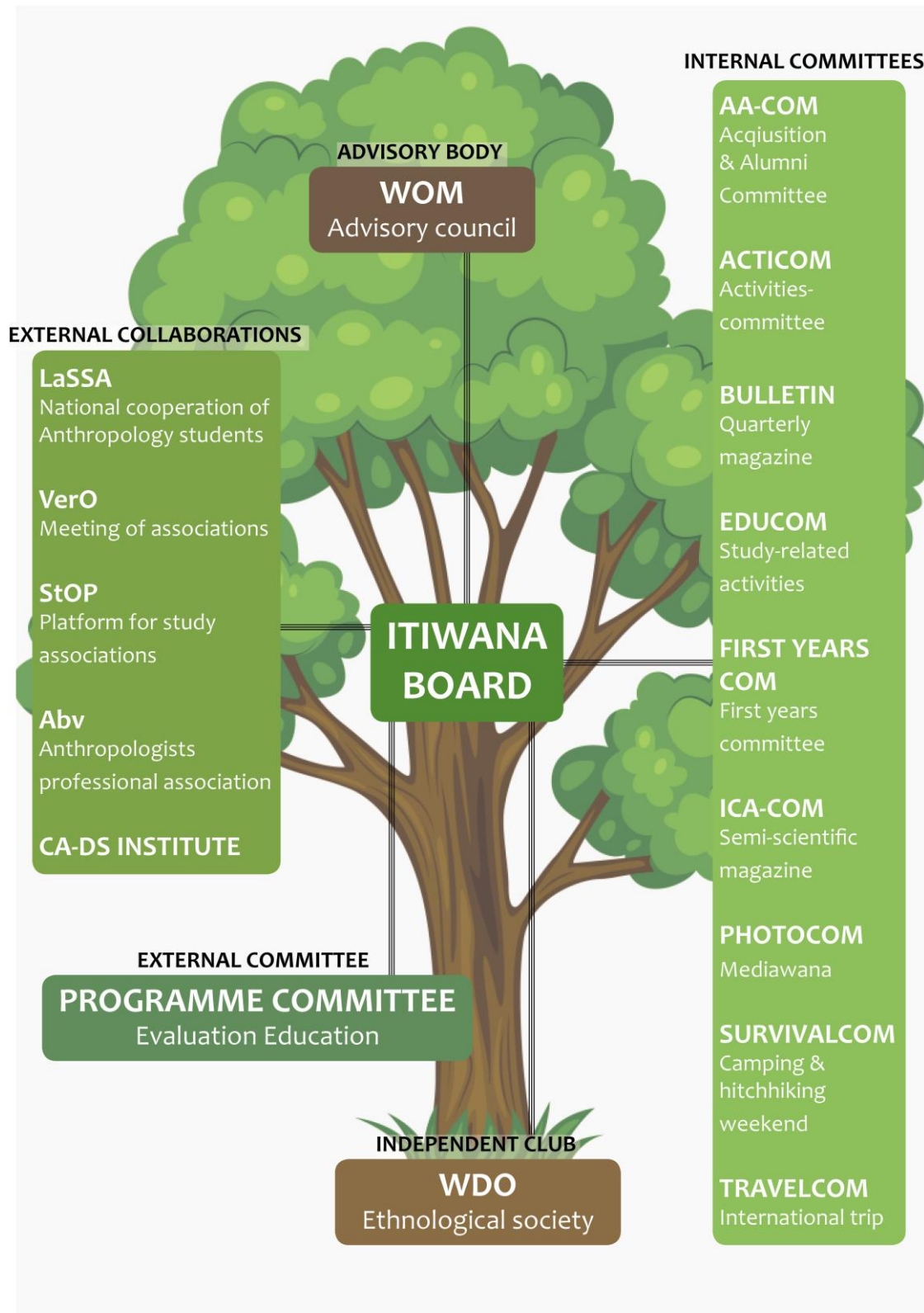
AA-Committee Jet Huugen Nova Folkersma Vera de Groot Lena Kwakman	Activities Committee Simone Luca Justin Brakkee Loes Moree Joey Phero Bui Anna Pabērza	Bulletin Committee Mandy Huibregtsen Yong Lin Hovenga Anouk de Jong Emma van der Plas
Education Committee Wouter Keijzer Jenny van Lienden Florentino Rodao Thirza van 't Rood	First Years Committee Amber Tolboom Mai-Lu Ensink Isabel Freie Rémi ten Hoorn	ICA Committee Loes Moree Roos Capel Rémi ten Hoorn Irene Midttun Veronie Rouschop Ole Witte
LaSSA Committee Wouter Keijzer Veronie Rouschop	Photo Committee Mandy Huibregtsen Mai-Lu Ensink Nova Folkersma Anthonie Kluis Simone Luca	Survival Committee Jet Huugen Iza Blakendaal Sarah Bozuwa Mila Benjamins
Travel Committee Simone van der Hoek Iza Blakendaal Hannah van der Donk Anne van der Enden Jasmijn Gultuna Roxanne Hendrix Sanne Klarenbeek		

‘FRIENDS OF ITIWANA’

WOM	WDO	
Igor Boog	Vera Vloedgraven	
Sophie Frankenmolen	Claire van den Helder	
Simone de Boer	Lena Kwakman	
Bregje Schreuders		
Sanne Hogesteege		
Nadia Teunissen		
Merel de Schepper		
Ruben Reus		
Lizet Wesselman		
Margot van der Meulen		
Janita Sanderse		
Tessa Kremer		
Jemma Middleton		
Eslin Cohen Stuart		
Maarten Teunisse		
Lenne Michiels		
Samoa Greeve		
Caroline Auée		
Laure Lemeire		
Christien van de Pavert		
Manon Delhaas		
Lena Kwakman		
Veronie Rouschop		

COMMITTEE TREE

Below is an image which represents the internal and external contacts of Itiwana and the composition of the committees of Itiwana.



POLICY PLAN PILLARS

Based on the policy pillars of prior years and on our own experiences as members of Itiwana we drafted the following policy pillars where we want our focus to be in the board year 2019/2020: 'interact' and 'inform'. We want members to be actively involved with Itiwana to make sure the study association will stay a lively association. To realize this we want to create many forms of interaction with members, between members and with external parties and keep the members informed of activities and possibilities at all times.

INTERACT

The policy pillar 'interact' is central during our board year. Our study association is small and recently became international. Therefore we believe that many forms of interaction are important to keep our members involved. When members are involved and have the possibility to interact with many different groups of people they will become more active and keep the study association more lively.

As the board we want to project an open attitude towards our members to initiate interaction. We will welcome everybody who enters het Hok and make sure every member feels welcome by initiating conversations and paying attention to the members. We also want to create multiple forms of interaction where members can interact with members of the same year of the bachelor, with members of other years of the bachelor and with us, the board to make the members feel more involved and to initiate new contacts between members.

Furthermore we want to maintain close relationships with the other study associations of the Faculty of Social and Behavioral Sciences, the LaSSA, the Institute and the programme committee. This is beneficial for the members because they will be informed about the activities of these parties and will have a broader spectrum of activities and opportunities. This is also beneficial for the institute and the programme committee because a close interaction can mean more input from the students.

Concrete steps 'interact'

1. Het Hok is designed to have an open attitude towards members by putting up photos of activities, quotes and having a birthday calendar. When an international student is present in het Hok the board will make sure that the used language is English to make sure nobody feels excluded.
2. Furthermore we want to make het Hok more organized: we have loads of stuff which

could have a better place of storage in het Hok. Therefore we will rearrange the closets and buy more storage boxes to put stuff in which will result in a Hok that is more taken care of and will project peace. We also have made agreements that every board member will clean up after their Hok duty and we have made a cleaning schedule with more specific tasks.

3. We will go on with the concept 'Committee Clash' introduced by the previous board, board XXVI. The committee clash is a challenge where committee members can receive points for attending Itiwana activities and/or fulfilling assignments or challenges. Just like board XXVI we believe that this form of interaction can create more involvement of members and can create more contacts between members .
4. Another form of interaction we want to introduce is a study buddy system. We have heard from the institute and from members of Itiwana that there is a need for study groups. This and our aim to create more forms of interaction created the idea of a study buddy system where we will try to combine students of different years of the bachelor to form a study buddy group.
5. We will go on with the concept 'Goodfood Hokhours' introduced by board XXVI. This monthly Hokhour attracts many members to het Hok which results in members feeling more comfortable to visit het Hok more often. The other monthly Hokhour will be 'Iteawana' where we will offer tea and some biscuits.
6. Board XXVI recommended to organize two drinks a month since the bachelor became international which resulted in more first years. We will begin with organizing two drinks a month. We will evaluate if we want to keep two drinks a month or go back to one drink a month during the 'General Assembly: Midterm Evaluation' where we will vote about the issue immediately.
7. In addition to participating in the EL CID week we will participate in the OWL week to recruit new members and introducing Itiwana to as well as the Dutch students as the international students. We will also promote the possibility of being an OWL-week mentor to our members to stimulate the connection between Dutch and international students.
8. Furthermore, we want to make the English version of the Itiwana website the main page and keep the Dutch version of the website as a selectable option, so as to give our Dutch members a choice.
9. As the Board we want to be close to our members. Therefore it is important that we are present at all Itiwana activities. The standard is that a board member is always present when he or she is available. However when a board member is unavailable the minimum of board members that have to be present is four.

INFORM

To make sure the members are involved and stay active it is important to keep them informed about all activities and other possibilities that Itiwana and other external parties have to offer. Promotion plays a very important role in this. We want to communicate clearly to our members to keep them informed and to keep us informed about their expectations. We want to give structured information so our members can find the needed information fast and easy.

Keeping the members informed is important but as board members it is also very important to stay informed about all that is happening within Itiwana. Therefore we will communicate clearly with each other about function, committee and personal matters so we will not get in each other's way and can support each other in the best way. This way we will project the board as a unity towards members and other parties. Within committees there also will be clear agreements about the tasks of each member to encourage a smooth cooperation.



Concrete steps 'inform'

10. We will continue to only use the public Facebook page 'Study association Itiwana' to give members structured Itiwana related information. The Secretary, Loes Moree, will be the only board member who will post in the Facebook page 'Dumpiwana'. All the board members are editors of the public Facebook page. However no one will post anything without consulting the Communications Officer, Mandy Huibregtsen.
11. To be able to look back on the agreements we made within the board we have constructed and signed a social contract. This way when a board member does not stick to the agreements the violation of the social contract can be pointed out and he or she can be reminded of the agreements.
12. We sat down with Board XXVI to make plans for changing the procedure of choosing and appointing a new board. We will organize an extra General Assembly to present our plans and to vote about these plans.
13. Promotion will remain an item of the agenda during board meetings. During these meetings board members can point out the way they want certain activities to be promoted. This way the Communications Officer, Mandy Huibregtsen, can put it in the promotion calendar..

ITIWANA GENERAL

27th board of Itiwana

Board 2019-2020

POLICY, STATUS YEAR REPORT	
Interact	
1. Speaking English when international students are present	<input checked="" type="checkbox"/>
2. Making the Hok more organized	<input checked="" type="checkbox"/>
3. Committee clash	<input checked="" type="checkbox"/>
4. Creating a study buddy system	<input checked="" type="checkbox"/>
5. Goodfood and Itewawana	<input checked="" type="checkbox"/>
6. Two drinks a month	<input checked="" type="checkbox"/>
7. Participating in the OWL week in february and september	<input checked="" type="checkbox"/>
8. Making the main page of Itiwana the English version	<input checked="" type="checkbox"/>
9. Board presence at activities	<input checked="" type="checkbox"/>
Inform	
10. Only using the public Facebook page 'Study association Itiwana'	<input checked="" type="checkbox"/>
11. Draft a social contract	<input checked="" type="checkbox"/>
12. Extra General Assembly: General Assemblies' Schedule	<input checked="" type="checkbox"/>
13. Promotion as an item on the agenda during board meetings	<input checked="" type="checkbox"/>
Met	<input checked="" type="checkbox"/>
Met but continuous	<input checked="" type="checkbox"/> 
Not met	<input checked="" type="checkbox"/>
Still working on it	
Not in policy	<input type="radio"/>

B.T.W. The legend above will be used during this report.

INTERACT

1. We have tried to always remind everybody to speak English when an international student is present. However sometimes people (including ourselves) switch back to Dutch quickly and we can work on reminding people more often.
2. We have made a cleaning schedule for board members and have made a planning for each board member to reorganize a cabin of place within the Hok. While we could be

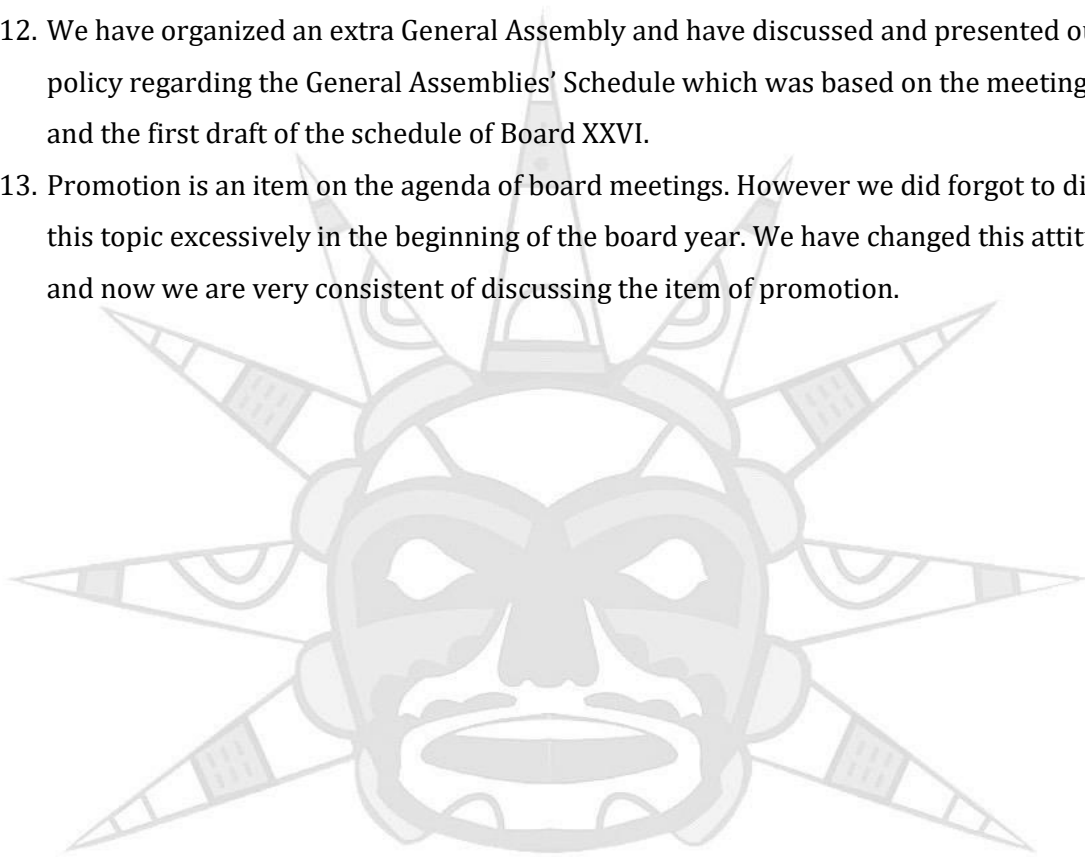
present at the Hok we organized some parts of the Hok such as we planned. However we have not been able to organize the Hok after the COVID-19 crisis started because we may only be present at the Hok if absolutely necessary.

3. The 'Committee Clash' is finished and has made a lot of members very passionate about winning and coming to activities. So far we have had the committee clash 'challenges': the baking contest and the committee photo contest. However the committee clash could always be more active. We think if we, as a board, hype up the committee members more it could be an even greater success.
4. We have looked at the possibilities of a study buddy system and asked around if there was a need for a study buddy system. However we have not used it in practice because we came to the conclusion that this system has to be introduced in the beginning of the academic year. We offered the upcoming board to help set up a study buddy system in September 2020, but they have plenty of other new plans and decided not to move on with our study buddy system..
5. We have a bimonthly hokhour. These were very well visited because the first years always had their lecture break during the hokhour or the hokhour is right before their lecture. Hokhours were special food is present are visited the most. Due to the COVID-19 crisis we have not been able to organize a hokhour since March. However we did organize numerous online hokhours where members could join and we would play games.
6. This year we have had two drinks a month. During the first semester the drinks were not very crowded because the first years had a deadline every other week on Thursday. This only came to our attention when the semester was almost over. The second semester the first years have a lecture at 9 A.M. on Thursdays. However there has always been at least a small group of members. Due to the COVID-19 crisis we have not been able to organize a drinks since March. However in September drinks were allowed again. We made plans with Studio de Veste to make sure members would keep their distance and we will evaluate the organization of these drinks and give tips to the next board on how to organize a drinks in times of COVID-19.
7. We have been present at the OWL week in February 2020 and September 2020. At the OWL week in September the upcoming Chair represented Itiwana.
8. We have made the English version of the website the main page of the website of Itiwana and have kept the Dutch version as an option so our members have a choice.
9. We have always been present at activities with at least four board members which the minimum of board members as presented in our policy. We have found this to be a very handy and good rule within the board because every activity is discussed during board

meetings and we are well represented at every activity.

INFORM

10. We have only used the public page 'Study Association Itiwana'. The Communications Officer, Mandy Huibregtsen, is the only one who has posted something on the Facebook page to provide Itiwana related information. The Secretary, Loes Moree, is the only one who can and who has posted anything in the Facebook page 'Dumpiwana'.
11. In the beginning of the board year we have constructed a social contract and we have been reminding each other of these agreements and have kept ourselves to these agreements.
12. We have organized an extra General Assembly and have discussed and presented our policy regarding the General Assemblies' Schedule which was based on the meeting with and the first draft of the schedule of Board XXVI.
13. Promotion is an item on the agenda of board meetings. However we did forgot to discuss this topic excessively in the beginning of the board year. We have changed this attitude and now we are very consistent of discussing the item of promotion.



CHAIR

Amber Tolboom

Chair 2019/2020

POLICY, STATUS YEAR REPORT	
General	
1. Functioning as the central point of contact	<input checked="" type="checkbox"/>
2. Keeping in contact with external parties	<input checked="" type="checkbox"/>
3. Process all emails of: chair@itiwana.org	<input checked="" type="checkbox"/>
4. Plan and guide board meetings and general assemblies	<input checked="" type="checkbox"/>
5. Function as contact for WDO	<input checked="" type="checkbox"/>
6. Projecting a representative image of Itiwana	<input checked="" type="checkbox"/>
7. Guide the First Years Committee	<input checked="" type="checkbox"/>
8. Making a weekly 'Words of the Week' poster	<input checked="" type="checkbox"/>
Interact	
1. Keeping close contact with the WDO	<input checked="" type="checkbox"/>
2. Set up a sounding board	<input checked="" type="checkbox"/>
3. Making a group chat and organizing activities with our neighbor boards	<input checked="" type="checkbox"/>
4. Having an active and professional attitude	<input checked="" type="checkbox"/>
5. Set up a study buddy system	<input checked="" type="checkbox"/>
6. Have meetings with Taco de Ruiter and Inge Wieringa from the institute every two months together with the Chair, Amber Tolboom, to maintain the bond with the	<input type="checkbox"/>
Inform	
7. Sit down with the Communications Officer, Mandy Huibregtsen, once a month	<input checked="" type="checkbox"/>
8. Sit down with the Treasurer, Simone van der Hoek, once a month	<input checked="" type="checkbox"/>
9. Putting a short overview of upcoming activities on the agenda	<input checked="" type="checkbox"/>
10. Making a weekly 'Words of the Week' poster	<input checked="" type="checkbox"/>
11. Guiding two board evaluations and keeping guides up to date	<input checked="" type="checkbox"/>
12. Translating the guides for the Chair and the First Years Committee.	<input type="checkbox"/>
13. Creating a general policy format	<input type="checkbox"/>

INTERACT

2. The Secretary, Loes Moree, and I have made a plan and are approaching people who have mentioned their interest in joining. The plan was to gather with the group of people who

have let us know there are interested in joining this meeting and give them a free dinner as a reward for joining and to make it a more informal meeting. During this dinner we would have discussed tips and tops on how to improve Itiwana and how to make more people feel welcome at Itiwana. However due to the COVID-19 crisis we could not organize this dinner anymore and due to the chaos we did not have time to make a plan B.

3. I did create a group chat with our neighbor boards and we did plan an activity for all board members. However this activity would take place in April and due to the COVID-19 crisis the activity was cancelled.
5. The Treasurer, Simone van der Hoek, and I have discussed the possibilities of creating a study buddy system and if there is a need for this system. We came to the conclusion that implementing this system should be done in the beginning of the academic year. So we discussed with the upcoming board if we should help them set up a study buddy system at the beginning of the year, but they decided not to continue with this plan.

INFORM

6. It turned out that the needed information for promotion is mostly discussed during the board meetings or through private communication with the Communications Officer, Mandy Huibregtsen. Therefore, we have not found it as necessary as we thought to sit down once a month in the first semester. However we now feel like sitting down once in a while is very handy because sometimes the annual planning is missing information of the promotion calendar of vice versa because we both get information from different parties. Sitting down keeps both plannings completely up to date.
7. The Treasurer, Simone van der Hoek, and I have tried to plan moments where we sit down and discuss the finances. However, this has not succeeded. We have discussed relevant topics of the finances so I do have an idea of what is happening but a detailed meeting where we discuss all topics has not happened yet. We think it is of more importance that the Vice-Treasurer sits down once a month to keep an overview of the finances.
10. I planned the first board evaluation on the 2nd of April. Here we would evaluate our board year and give each other tips and tops. However due to the COVID-19 crisis we could not have this meeting in real life and I thought an online evaluation while we were trying our best to adapt to this new normal and trying to fix the chaos would not have the open and comfortable sphere as an in real life meeting. However we decided to still plan a board evaluation in real life. We will evaluate our cooperation and afterwards we will go bowling to make sure we have nice and positive ending of our board year. The date of

this activity is not yet set and may be before or after the General Assembly: Change of the Board.



SECRETARY

Loes Moree

Secretay 2019/2020

POLICY, STATUS YEAR REPORT

General

1. Keep track of the member database ☒
2. Provide address or email lists if board members need this ☒
3. Process all the paper mails and the emails from info@itiwana.org ☒
4. Take minutes during the board meetings and the General Assemblies and publish the notes from the General Assemblies on the Itiwana website ☒
5. Make sure the archive is neat and tidy during the year. Add things to the archive if needed ☒
6. Structure the Facebook groups Itiwana and Dumpiwana. If necessary, I add new members or remove former members from these groups ☒
7. Backup the member database two times a year ☒
8. I am Chair of the ICA Committee ☒
9. I am responsible for the Itiwana merchandise together with the Activities Officer, Simone Luca ☒
10. I am a general member of the Activities Committee ☒
11. Bear primary responsibility that Itiwana complies with the obligations concerning the General Data Protection Regulation (GDPR) ☒

Interact

1. Conduct a questionnaire two times this year to find out what the students think of the association ☒
2. Attend the meeting of the Studieverenigingen Overleg Platform (StOP) together with the Chair, Amber Tolboom ☒
3. Set up a sounding board together with the Chair, Amber Tolboom ☒
4. Develop an easier online way people can sign up for Itiwana by using a Qualtrics form together with communications officer Mandy Huibregtsen. ☐
5. Have meetings with Taco de Ruiter and Inge Wieringa from the institute every two months together with the Chair, Amber Tolboom, to maintain the bond with the ☐

institute.

6. Improving the bond between Itiwana and the institute by persuading members of the institute to become an Itiwana member together with education officer Wouter Keijzer. We've welcomed 10 new members. Ø

Inform

7. Inform students about anthropology related external activities and internships on Dumpiwana. Send relevant internships to the Education Officer, Wouter Keijzer, who will put it on www.itiwana.org ✓

8. Search for a better membership file to replace PC Leden ✓

9. Make an online covid-19 related blog together with the study associations Emile, Labyrint and SPIL. ✓

10. Correct all the wrong e-mail addresses in the member file. Ø

11. Post four times in the upcoming first years Facebook group to promote Itiwana together with Chair Amber Tolboom. Ø

12. Improving the secretary guide by explaining the new member file. Ø

13. Translating the secretary guide. Ø

GENERAL

9. The designs of the spring clothing line are finished. The clothing line will probably be released at the end of September. Due to COVID-19 we postponed this.

11. Together with Chair Amber Tolboom I went to a course about the General Data Protection Regulation (GDPR), organised by the StOP. On top of that, I have read the GDPR guide written by my predecessor Veronie Rouschop. With this knowledge I make sure Itiwana complies with the obligations concerning GDPR.

INTERACT

1. In January I have conducted the first survey of the year with 44 responses. This resulted in better insights into members' opinions. The second questionnaire will be conducted on the 14th of September. This data can be used by the new board.

3. In the survey we asked members to join the sounding board. Four of them wanted to participate. Due to covid-19 we will not organize a diner and meeting with those members. We will advise the 28th board to organize a sounding board next year.

INFORM

6. The website of the new membership file is finished. Tijds Moree, the maker of this member file, will sign a contract on the 11th of September that he will not use member's

data for purposes other than maintaining the website.

8. Together with the SPIL, Emile and Labyrinth I have made an online blog to give our members advice on how to stay productive, happy and healthy during quarantine. Students, study advisors and teachers have contributed to the blog.
9. There were a lot of incorrect e-mails in the member file. I've asked all those member to send their right e-mail addresses. Most of them did. Now more members receive the e-mails of Itiwana again.
10. Because of Covid-19 we were afraid not many first years would sign up for Itiwana. That is why we posted four times in the first years Facebook group to promote Itiwana and to recruit new members. This worked out well.



TREASURER

Simone van der Hoek

Treasurer 2019/2020

POLICY, STATUS YEAR REPORT

General

- | | |
|--|-------------------------------------|
| 1. The management of the ING and ASN account | <input checked="" type="checkbox"/> |
| 2. Managing the tills | <input checked="" type="checkbox"/> |
| 3. Keep an annual financial overview of all income and expenditure | <input checked="" type="checkbox"/> |
| 4. I will make a budget considering the advisory budget | <input checked="" type="checkbox"/> |
| 5. Drawing up an advice budget for the treasurer of the year 2020/2021 | <input checked="" type="checkbox"/> |
| 6. Draw up a midterm report and a financial annual report | <input checked="" type="checkbox"/> |
| 7. Executing the contribution collections | <input type="checkbox"/> |
| 8. Supporting and controlling the committee treasures | <input checked="" type="checkbox"/> |
| 9. The accountancy will be kept safe and back-ups will be made | <input checked="" type="checkbox"/> |
| 10. I am chair of the Travel Committee | <input checked="" type="checkbox"/> |

Interact

- | | |
|---|-------------------------------------|
| 1. Stay in touch with the committee treasurers | <input checked="" type="checkbox"/> |
| 2. Ask the committee chair to join the training I will give the committee treasurer | <input checked="" type="checkbox"/> |
| 3. Make a 'pocket guidebook' for the committee treasurers | <input checked="" type="checkbox"/> |
| 4. Maintain close contact with the rest of the board | <input checked="" type="checkbox"/> |
| 5. Set up a study buddy system together with the Chair, Amber Tolboom. | <input checked="" type="checkbox"/> |

Inform

- | | |
|---|-------------------------------------|
| 6. Check the Treasurer e-mail and keep up with the finances at least twice a week | <input checked="" type="checkbox"/> |
| 7. Inform and involve my fellow board members about important financial decisions | <input checked="" type="checkbox"/> |
| 8. Adopt a formal communication style towards external parties | <input checked="" type="checkbox"/> |
| 9. Translate the guides of the Treasurer and the Travel Committee | <input type="checkbox"/> |

GENERAL

9. This has not yet happened, but I will make a backup on the external hard drive soon.

INTERACT

3. The 'pocket guidebook' for the committee treasurers was ready well on time, but my communication to the committee treasurers was not clear enough. So now only a part of

the committee treasurers is using the 'pocket guidebook'.

5. The Chair, Amber Tolboom, and I have discussed the possibilities of creating a study buddy system and if there is a need for this system. We came to the conclusion that implementing this system should be done in the beginning of the academic year. So we discussed with the upcoming board if we should help them set up a study buddy system at the beginning of the year, but they decided not to continue with this plan.



EDUCATION OFFICER

Wouter Keijzer

Education Officer 2019/2020

POLICY, STATUS YEAR REPORT

General

- | | |
|---|-------------------------------------|
| 1. Contact courses' coordinators to make a book list | <input checked="" type="checkbox"/> |
| 2. Manage the rest of the book sale | <input checked="" type="checkbox"/> |
| 3. Be a point of contact for students who bought books | <input checked="" type="checkbox"/> |
| 4. I am the chair of the Education Committee | <input checked="" type="checkbox"/> |
| 5. Be a point of contact between Itiwana and the institute | <input type="checkbox"/> |
| 6. Make general promotional posters and flyers | <input checked="" type="checkbox"/> |
| 7. I am a member of the OLC (programme committee) | <input checked="" type="checkbox"/> |
| 8. I am a general member of the LaSSA board | <input checked="" type="checkbox"/> |
| 9. I am part of the faculty's student sounding board (SKG) | <input checked="" type="checkbox"/> |
| 10. Sending out periodical newsletters | <input checked="" type="checkbox"/> |
| 11. Manage the internships on a central page on the website | <input type="checkbox"/> |

Interact

- | | |
|---|-------------------------------------|
| 1. Close contact with Studystore and helping students with the process | <input checked="" type="checkbox"/> |
| 2. Be a point of contact for study-related questions or comments | <input checked="" type="checkbox"/> |
| 3. Qualitatively improve the programme through OLC, SKG and the institute | <input checked="" type="checkbox"/> |
| 4. Ask for help with the periodical newsletter | <input checked="" type="checkbox"/> |

Inform

- | | |
|--|-------------------------------------|
| 5. Make clear to students how to order books | <input checked="" type="checkbox"/> |
| 6. Be transparent towards the Education Committee, with the relevant board's info | <input checked="" type="checkbox"/> |
| 7. Informing the institute of Itiwana's advancements or changes when it is due | <input type="checkbox"/> |
| 8. Put educationally relevant stuff in the newsletter | <input checked="" type="checkbox"/> |
| 9. Inform the OLC with opinions heard around the Hok, and the board / the Education Committee with information circled around in the OLC | <input checked="" type="checkbox"/> |
| 10. Translate the guided of the Education Officer and the Education Committee | <input type="checkbox"/> |

GENERAL

5. Hente de Ruijter, who I had contact with through the OLC, has left the institute, and there

has only recently been found a replacement. The Secretary, Loes Moree, and the Chair, Amber Tolboom, have had multiple meetings with Taco and others of the institute. It concerned the approach towards Dutch and international students, and how we can improve our position as a point of contact between the two categories.

10. As my predecessor, Anne van Egmond, made a newsletter in September, and I decided to do three in a year, I have sent out two international newsletters, leaving successor Florentino Rodao with the ability to send his own in September. I see it as more fitting for him to introduce himself through this medium, rather than me introducing myself and disappearing in a few weeks.
11. I've only created a template for each of the internships/organizations. One template has been sent to one of the NGO's who were in contact with us and were interested in collaboration. There was no response. As for other internships, only a scarce one was sent directly by the organization, and most were forwarded by someone at the institute (Simone de Boer). Thus, I expect that asking organizations to fill in the template will only work if they have directly contacted us.

INTERACT

4. With my two international newsletters, I asked for help from people from my committee both times: first, Thirza van 't Rood, and the second time Florentino Rodao and I collaborated and split the work.

INFORM

5. With the traditional book sale letter, which was sent to upcoming first years by Taco de Ruiter, I re-wrote the instructional part, and included an explanation on the concept of the book sale itself. The aim was to make clear why and how we are able to provide, through Studystore, the cheapest options for unused study books. The main reason being that I felt a necessity to be as clear as possible, to drown out possible anxiety due to lack of information.
6. Also because of the absence of a student-member of the institute's board, I have not been able to inform the institute with our advancements, though it has scarcely been necessary because the Chair, Amber Tolboom, and the Secretary, Loes Moree, kept in close contact with the institute.



ACTIVITIES OFFICER

Simone Luca

Activities Officer 2019/2020

POLICY, STATUS YEAR REPORT

General

- | | |
|---|-------------------------------------|
| 1. Organizing two hokhours and two drinks every month | <input checked="" type="checkbox"/> |
| 2. I am the Chair of the Activities Committee | <input checked="" type="checkbox"/> |
| 3. Organize 10 informal activities with the Activities Committee | <input checked="" type="checkbox"/> |
| 4. I am general member in the Photo Committee | <input checked="" type="checkbox"/> |
| 5. Organize the "FSW Party" with the other study associations in the FSW building | <input checked="" type="checkbox"/> |
| 6. I am responsible for the Itiwana merchandise | <input checked="" type="checkbox"/> |

Interact

- | | |
|--|-------------------------------------|
| 1. Having at least one international student in the Activities Committee | <input checked="" type="checkbox"/> |
| 2. Organize at least one activity where students have to work together | <input checked="" type="checkbox"/> |
| 3. Organize a hokhour twice a month | <input checked="" type="checkbox"/> |
| 4. Team up with HSVL and L.A.S. Terra | <input checked="" type="checkbox"/> |

Inform

- | | |
|---|-------------------------------------|
| 5. Keeping members up-to-date in various ways | <input checked="" type="checkbox"/> |
| 6. Translating the guides of the Activities Officer | <input type="checkbox"/> |

GENERAL

1. Due to COVID-19, I was not able to organize two hokhours and drinks every month. In September 2020, the drinks will be organized again. Members have to sign up beforehand and have to fill in a health screening form. We are still not allowed to organize hokhours in the Hok.
3. Due to COVID-19, I could not organize ten since there was a lot unclear in the first months of the COVID-19 crisis. We organized some online activities and a total of eight activities instead of ten. See 'Activities Committee' for which activities we did organize.
6. The designs of the clothing line are finished. Due to COVID-19 we will postpone the release of the clothing line to September.

INTERACT

2. In October, the Activities Committee has organized a beerpong tournament. During this activity, the participants had to work together in a team.

4. I have not teamed up with HSVL and L.A.S. Terra yet. This because other associations already showed interest in a collaboration with Itiwana. We had plans to work together with N.N.P. (the study association of Nederlandse Taal en Cultuur) and Emile (study association of Pedagogische wetenschappen). During the Symposium, organized by the Education Committee, the Acquisition & Alumni Committee and the Photo committee, already worked together with L.A.S. Terra. Due to COVID-19, I was not able to organize the activities with N.N.P. and Emile.



EXTERNAL AFFAIRS OFFICER

Jet Huugen

External Affairs Officer 2019/2020

POLICY, STATUS YEAR REPORT

General

- | | |
|---|-------------------------------------|
| 1. Keep in contact with sponsors and try to find new sponsors | <input checked="" type="checkbox"/> |
| 2. Being chair of the Acquisition & Alumni committee | <input checked="" type="checkbox"/> |
| 3. Help organizing alumni events of the Faculty of Social and Behavioral Sciences | <input checked="" type="checkbox"/> |
| 4. Being chair of the Survival Committee | <input checked="" type="checkbox"/> |
| 5. Being Vice-Chair | <input checked="" type="checkbox"/> |
| 6. Keeping in contact with Studio de Veste | <input checked="" type="checkbox"/> |

Interact

- | | |
|---|-------------------------------------|
| 1. Leading the personal evaluation moments of the board | <input checked="" type="checkbox"/> |
| 2. Staying in close contact with the WOM | <input checked="" type="checkbox"/> |
| 3. I will organize a congress in cooperation with the Education Committee, the Photo Committee, Sheherazade, Symposion and Terra. | <input checked="" type="checkbox"/> |

Inform

- | | |
|--|-------------------------------------|
| 4. I will keep my fellow board members up to date on progress in acquisition. | <input checked="" type="checkbox"/> |
| 5. I will inform members about acquisition actions through the different platforms of Itiwana. | <input checked="" type="checkbox"/> |
| 6. I will send alumni a newsletter four times a year containing information relevant for alumni. | <input checked="" type="checkbox"/> |
| 7. Translate the guide of the External Affairs Officer | <input type="checkbox"/> |

GENERAL

1. I renewed the contract with Joor it and I made an arrangement with De Pizzabakkers Leiden. Itiwana can give away two gift vouchers and our members will get a discount at De Pizzabakkers Leiden. Due to COVID-19, my successor will have to consult with the manager of De Pizzabakkers Leiden when we can announce this to our members. The deal with Joorit provided us with enough money to meet our target. Our target will be supplemented by selling handmade jewellery.
2. I had good contact with Studio de Veste. At the beginning of the new academic year I had contact with de Veste about making our drinks COVID-19 proof. I also introduced the upcoming External Affairs Officer and Activities Officer to the owner of studio de Veste.

INTERACT

2. I contacted the WOM addressing our alumni newsletters. I also asked what kind of moment would suit them best for alumni activities. Unfortunately the alumni activity could not take place due to COVID-19.

INFORM

4. Every time I had contact with a company I gave the board an update.
5. I did promote the necklaces the AA-committee made via our Instagram page and the alumni newsletter. I wanted to make an overview for our members of the deals I made. Instead I made an overview for my successor. This way my successor can promote the deals when they will be relevant again.
6. I did send four newsletters to alumni. I involved my successor in making the last two newsletters.



COMMUNICATIONS OFFICER

Mandy Huibregtsen

Communications Officer 2019/2020

POLICY, STATUS YEAR REPORT

General

- | | |
|---|-------------------------------------|
| 1. Organize all of Itiwana's information flows | <input checked="" type="checkbox"/> |
| 2. Manage Itiwana's various media platforms | <input checked="" type="checkbox"/> |
| 3. Manage the Instagram and Snapchat accounts together with other Board members | <input checked="" type="checkbox"/> |
| 4. Make a monthly flyer with an overview of every activity | <input checked="" type="checkbox"/> |
| 5. Keep the promotion corner uncluttered and up to date | <input checked="" type="checkbox"/> |
| 6. Make general promotional posters and flyers | <input checked="" type="checkbox"/> |
| 7. Stay in contact with the promotion members of each committee | <input checked="" type="checkbox"/> |
| 8. I am Chair of the Bulletin Committee | <input checked="" type="checkbox"/> |
| 9. I am Chair of the Photo Committee | <input checked="" type="checkbox"/> |

Interact

- | | |
|--|-------------------------------------|
| 1. Continue having a spot on the pinboard in het Hok for members' ideas | <input checked="" type="checkbox"/> |
| 2. Be in charge of the Committee Clash | <input checked="" type="checkbox"/> |
| 3. Stay in contact with the WDO and LaSSa | <input checked="" type="checkbox"/> |
| 4. Give every committee approximately the same amount of attention | <input checked="" type="checkbox"/> |
| 5. Be in charge of the gift for the committee members | Ø |
| 6. Develop an easier online way people can sign up for Itiwana by using a Qualtrics form together with the Secretary, Loes Moree | Ø |

Inform

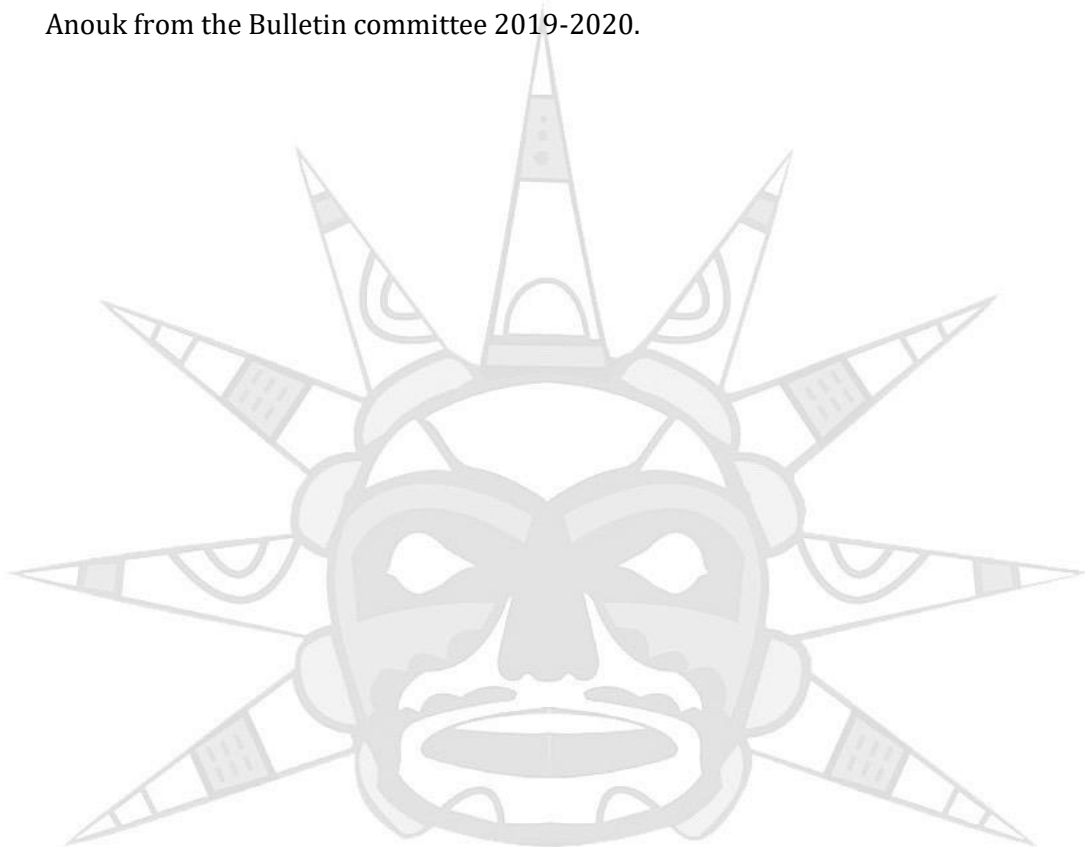
- | | |
|--|-------------------------------------|
| 5. Use links that lead to other media platforms within each medium | <input checked="" type="checkbox"/> |
| 6. Create a promotion WhatsApp group | <input checked="" type="checkbox"/> |
| 7. Create a promotional schedule | <input checked="" type="checkbox"/> |
| 8. Update the InDesign guide | <input checked="" type="checkbox"/> |
| 9. Update the existing internships page on the website | <input checked="" type="checkbox"/> |
| 10. Print posters for big activities on A3 and for small activities on A4 | <input checked="" type="checkbox"/> |
| 11. Translate the guides of the Communications Officer, the Bulletin and the Photo Committee | ⊖ |

INTERACT

1. As said in the midterm evaluation, I have noticed that members are more vocal about their ideas on Instagram. Now that members could not come to the Hok anyway, this was a good solution and something that can continue to be used in the future.
5. I made several designs to print on mugs as a gift to thank the committee members. Together with the rest of the board, I chose one of these designs and had them printed by Joorit. I think they turned out lovely.

INFORM

9. The Secretary, Loes Moree, and I created an updated InDesign guide with the help of Anouk from the Bulletin committee 2019-2020.



COMMITTEES

Below is an overview of the committees of Itiwana and their plans for the board year 2019/2020.

ACQUISITION & ALUMNI COMMITTEE

Committee members	Function
Jet Huugen	Chair
Nova Folkersma	Secretary
Lena Kwakman	Treasurer
Vera de Groot	Secretary II (minutes secretary)

POLICY, STATUS YEAR REPORT

Interact

1. Incorporate an interactive concept in the alumni newsletter by asking alumni to write a piece of text for our newsletter. ☒
2. Undertake at least one activity with my committee, to stimulate interaction among committee members. ☒
3. Discuss the rankings of the Committee Clash at meetings. ☒
4. Promote 'SponsorKliks' members by setting up an 'SponsorKliks' promotion week. ☒
5. Look for structural sponsoring. ☒
6. Make jewellery of sustainable material to sell. ☒
7. Design Prints we can sell with Anthropology related topics. ☒
8. Set up a discount card for our members ☒

Inform

9. Create a Google Drive and an Excel sheet to give an overview of collaboration and progress in our work. ☒
10. Create a group chat to make quick interaction about deadlines and developments possible. ☒
11. Inform members about contracts with companies. ☒

INTERACT

1. Alumni were asked to send in a documentary recommendation, we incorporated those in our newsletters. We also incorporated an interview about the

internationalization in our first newsletter.

3. I did not discuss the Committee Clash in all our meetings, but I frequently reminded my committee members to come to our activities. I also updated my committee about the continuation of the Committee Clash through online challenges during the COVID-19 crisis.
5. We signed a contract with Joor it.
6. We made some necklaces of sustainable material. Some necklaces have been sold already. Also customized bracelets have been sold.
7. We decided not to design prints anymore. We wanted to focus on the necklaces.
8. We did not make enough deals with companies to realize the discount card. The plan was to make an overview of the deals for members instead, but since the COVID-19 crisis, some deals do not apply. I will make an overview of the deals we made for my successor, she can decide whether she wants to proceed with the plan of realizing a discount card.

INFORM

11. We did not inform our members about contracts with companies yet because of the fact that we only have one collaboration with Joor it. This collaboration is promoted in the newsletter. The arrangement with De Pizzabakkers Leiden is not valid in the COVID-19 crisis.

OVERVIEW OF ACTIVITIES

Planned activities

- Reunist drinks: 25th of April 2020 at 'Lot en de walvis'. This activity could not take place due to the COVID-19 crisis.
- Jewellery workshop: 11th of May 2020, location to be determined. This activity could not take place due to the COVID-19 crisis. Because this was an 'extra' activity we decided not to search for an alternative. If my successor wants to organize a workshop still, I am happy to help organize it.

ACTIVITIES COMMITTEE

Committee members	Function
Simone Luca	Chair
Anna Pabērza	Secretary
Joey Bui	Treasurer
Justin Brakkee	External Affairs
Loes Moree	General Member

POLICY, STATUS YEAR REPORT

Interact

1. "Personal" as a standard item on the agenda ☒
2. Two activities for the members of the Activities Committee ☒
3. Visiting events of other committees ☒

Inform

4. Short evaluation after every activity ☒
5. External member to stay in contact with the third parties ☒
6. Clear division of tasks within the committee ☒
7. Two leaders for every activity ☒
8. Informing other student during the lectures about the upcoming activities ☒

INTERACT

2. We had planned the first activity, but due to COVID-19 the activity was cancelled and we didn't plan another activity because it didn't feel well and a bit unsafe.

INFORM

7. Due to COVID-19, the plans we had for the activities were not allowed anymore, so we decided to organize alternatives which were not as big as we thought before COVID-19. Because of this, it wasn't necessary anymore to have two leaders for every activity.

OVERVIEW ACTIVITIES

<i>Change of the Board party 'XXVII on the Beach'</i>	
Date	25 September 2019

Time	23:00-04:00
Location	Hut van Ome Henne
Number of visitors	Around 70
Report	The year started with the Change of the Board party. The theme was Ex on the Beach and everyone did their best for a nice outfit. The party was really crowded. The old and the new Activities Committee decorated the location into a tropical resort. The vibe was really good. When the new Board arrived in their fish-outfits, the party could start.

<i>Beer pong tournament</i>	
Date	16 October 2019
Time	21:00-00:00
Location	Studio de Veste
Number of visitors	Around 30
Report	The beer pong tournament was a new activity for Itiwana. The activity was very busy. For only 3 euros, people could participate. We made teams and they played against each other. The winning team received a chocolate letter. After the activity, we received very good and positive feedback. Because this was the first time that we organized an activity like this, we didn't really know what to expect. In the end, it was a very successful activity.

<i>Itinational dinner</i>	
Date	21 November 2019
Time	19:00-22:00
Location	Café de Keyzer
Number of visitors	20
Report	The itinationaldinner was the same activity as last year. Everyone brought food. We had food from all different countries. From Dutch pancakes, to pasta to Moroccan bread. The activity was not very crowded although the room in Cafe the Keyzer was almost full with all the people who participated. The vibe was nice and cosy. The

	activity was more crowded than expected in forehand
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<i>Prom 'Magical Forest'</i>	
Date	19 December 2019
Time	21:30-03:00
Location	SSR
Number of visitors	110
Report	The prom is the biggest activity of the Activities Committee. Like previous years, also this year we were very busy with organizing it. The theme was "magical forest" and the idea was to work with real plants and leaves. We were dependent of the nature and it was very difficult to find enough plants. This because the prom took place in the middle of the winter. Everyone received a little paper, and with this paper everyone got 8 drinks for free. Everyone was very positive about this little gift of the Committee. It was a very busy party and we received very positive feedback.

<i>Open Mic Night</i>	
Date	12 February 2020
Time	21:00 – 23:00
Location	Studio de Veste
Number of visitors	Around 40
Report	Like last year, the open mic night was the new version of the famous "bandjesavond". Unfortunately, the open mic night was not that busy as we expected. There were several acts, all of them were music acts. The Travel Committee and the Activities Committee made delicious (Polish) snacks. All the money we raised was supposed to go to the charity in Poland, we wanted to visit during the study trip. The travel committee decided to save the raised money and give it to the next charity Itiwana is visiting during a study trip. The people who were there really enjoyed themselves and we received good feedback.

<i>Truth, Dare or Drink</i>	
Date	27 th of May 2020
Time	20:00 – 22:00
Location	Online
Number of visitors	20
Report	This activity was an online version of the well-known game “truth or dare”. The committee made questions and whenever someone didn’t want to give an answer, they had to take a sip of their (non-) alcoholic drink. It was a very fun activity and all the visitors were participating and doing their best.

<i>Pub Quiz</i>	
Date	11 th of June
Time	20:00 – 21:30
Location	Online
Number of visitors	Around 20
Report	This pub quiz was also completely online. The visitors had to make teams to play in, and all the members of the activities committee made up questions divided in six categories. The winning team received a giftcard for a pizza.

Planned activities

- Change of the Board activity: 1st of October, location to be determined

BULLETIN

Commissieleden	Functie
Mandy Huibregtsen	Chair
Lin Hovenga	Secretary
Anouk de Jong	Lay-out editor
Emma van der Plas	Editor-in-chief

POLICY, STATUS YEAR REPORT

Inform

1. Plan an activity with the committee ☒
2. Introduce the 'Pin board' rubric ☒
3. Get feedback on each Bulletin through Instagram stories ☒

Interact

4. Introduce the 'In the spotlights' rubric ☒
5. Create a schedule with deadlines ☒
6. Continue with the digitalization of the Bulletin ☒
7. Correct grammatical errors where necessary ☒
8. Introduce 'Playlist' ☐

INTERACT

2. We have, as mentioned in the Midterm report, successfully introduced the 'Pin board' rubric. At first, we did not get a lot of replies to the Instagram stories, but throughout the year, our prompts got more reactions and we loved the interaction it provided between the Bulletin and Itiwana's members.
3. We have asked for feedback twice instead of four times. There was not a specific reason that we chose to do so, we had just forgotten to do it after the first Bulletin and after the second feedback story on Instagram did not gain much reactions, we decided that it would be best to do it only one more time instead of 3. We have passed on any feedback to the Chair of next year's Bulletin committee.

INFORM

4. The 'In the spotlights' rubric was successfully introduced at the beginning of the year, because we wanted to show what amazing things the members of Itiwana have accomplished. We did notice, however, that it was actually quite hard to find people who had done something special for society. We wanted to put people and their organizations

in the spotlights, but when we could no longer think of anyone for the fourth and final issue, we decided to discuss an important matter instead: the Black Lives Matter movement and what members have done to stand with this movement. We loved hearing all the stories we have published throughout the issues.

OVERVIEW ISSUES

<i>Issue 1: Winter Wonderland</i>	
Date	December 2019
Amount of prints	45
Amount of pages	28
Report	<p>With the theme 'Winter Wonderland' we have send our first Bulletin to our members at the beginning of December. This was earlier than expected, because there were no problems with the lay-out and thus it could immediately be printed.</p> <p>The members seemed to be very positive about this first edition. The new rubric 'Pin board' got quite some reactions and the members also seemed quite fond of the playlist. Lastly, we got some lovely submissions from members as well.</p>

<i>Issue 2: Beauty</i>	
Date	February 2020
Amount of prints	35
Amount of pages	28
Report	<p>With the theme 'Beauty' we have send our second Bulletin to our members near the end of February, just as we had planned. However, corona struck around this time and thus we have not yet managed to print this edition.</p> <p>We did not get a lot of feedback on this issue, but we did get quite some reactions on the 'Pin board' again. We also got amazing submissions from members that had not participated in the Bulletin before.</p> <p>When sending out the 3rd Bulletin, we could print again, and so we printed and sent the physical copies of this edition to the members at</p>

	the same time as the next issue.
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<i>Issue 3: Paradise</i>	
Date	June 2020
Amount of prints	35
Amount of pages	24
Report	<p>With the theme 'Paradise' we have send our third Bulletin to our members. We'd planned to send this issue out in June, so members would receive it just before the Summer holidays, and succeeded in doing so.</p> <p>Unfortunately, due to Covid-19, we couldn't include any activity reports and therefore had to make this issue thinner than the others. We also couldn't use any photos from activities, and instead chose to include pictures submitted by members for the Weekly Challenges over on Itiwana's Instagram story. We could, however, still do all the other rubrics, and got some lovely submissions from members who hadn't written anything for the Bulletin before.</p>

<i>Issue 4: Horror</i>	
Date	September 2020
Amount of prints	35
Amount of pages	28
Report	<p>Our final issue had the theme 'Horror' and was sent out to Itiwana's members just before the Change of the Board. We couldn't really use this final theme to reflect on this year, as nothing much happened the last 6 months, but we were glad to at least be able to include Activity Reports and photos again. And, for one last time, we included our standard rubrics 'In the Spotlights', 'Tea Time with', and the 'Pinboard'.</p>

EDUCATION COMMITTEE

Committee members	Position
Wouter Keijzer	Chair
Florentino Rodao	Secretary
Jenny van Lienden	Treasurer
Thirza van 't Rood	Promotion

POLICY, STATUS YEAR REPORT

Interact

1. Collaborate with other committees, associations and parties ☒
2. Organize a congress with AA-Com, Photocom and three other associations ☒
3. Professional, functional interaction within the committee ☒
4. Personal and intimate interaction within the committee ☒

Inform

5. Clear and careful contact with other parties ☒
6. Focus on promotion within the association, but also in collaboration with other parties ☒

INTERACT

1. In most activities we have organized until now, we have always collaborated with either lecturers, other committees or other associations. This ended up not being the case for the upcoming activities in the second semester, though. We planned a collaboration with Career Service on 'Working at an NGO', which we have had a few meetings with, but which was disturbed by the University closing. Our plans with Simone de Boer on the institute's 'carrière dag' also could not follow through. Instead, we organized 'The Annual SMORT Games', which concerned teams of people competing in creative challenges to win the trophy. That was a success.
4. We have been meeting regularly at each other's apartments, cooking together, and talking about how we're feeling, and making jokes, et cetera. The focus is not on efficiency, but on personality. We have become a friend group only a few months into the year, and besides that, we have organized some activities.

OVERVIEW ACTIVITIES

Local for a Day

Date	11 November 2019
Time	13.00-15.30
Location	SA37, SA 41 and SB14
Number of visitors	Around 20
Report	We had lectures from lecturers on different areas: Central Asia (Simone de Boer), South America (Soledad Valdivia Rivera) and Africa (Rogier van 't Rood). After the first two held their lecture in different rooms at the same time, students played games from those regions. The committee prepared it, and provided snacks. There was also a quiz, with which each group of people sitting together other groups. Then, after that time, Rogier held the final lecture in the same room while everyone ate and listened. It was playful and interesting, and the feedback was very positive. There was no sign-up fee.

Congress 'Perspectives on Progress' in collaboration with the AA-Com, Photocom, Sheherazade, Symposion and L.A.S. Terra.

Date	31 January 2020
Time	15.00-19.45
Location	PDLC – SC01, SA41 and the main hall
Number of visitors	Around 30
Report	<p>Consisting of four rounds of two lecturers each, with one lecturer dropping out, we had 7 lectures total. The day's schedule was three round of lectures, which all took 30 minutes. After that, there was free dinner at the main hall, which was prepared by the congress' sub-committee. Then there was the fourth round of two simultaneous lectures. Finally, there was a discussion drinks, where some people stayed and drank beer or wine, and ate some snacks.</p> <p>Even though it was free for all students (and anthropology's alumni and staff members, who were also invited), there were only around 30 people total. By far most of them were from Itiwana, because of possible conflict in schedule for other associations. In terms of commitment, most came from Itiwana, so collaboration with one or</p>

	just fewer associations would have been more successful.
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<i>The annual SMORT games</i>	
Date	21 May - 16 June 2020
Location	Online, Whatsapp
Number of participators	15
Report	<p>Every week, each team of three people received the same assignment: a writing prompt. There was a total of four weeks / challenges. An example is: '1. Find a random wikipedia fact; 2. Humanity is in danger. We are doomed. Only one thing can save humanity. It's the wikipedia fact. Explain in detail how it saves us.'</p> <p>Usually, the criteria were along the lines of creativity, originality, and the extent to which it fits the prompt. The winners received cool face masks.</p>

Planned activities:

- We will be organising two more activities in our final month: one is a short video explaining the ever so complicated USIS (mostly for the first years), and the other is an online meetup on 'how to survive fieldwork'.

FIRST YEARS COMMITTEE

Committee members	Function
Isabel Freie	Chair
Mai-Lu Ensink	Secretary
Rémi ten Hoorn	Treasurer
Emma van der Plas	External Affairs

POLICY, STATUS YEAR REPORT

Interact

1. Making a member of the First Years Committee a member of the sounding board ☒
2. Being available for questions ☒
3. Communication state of affairs to the board ☒
4. Organizing the teacher's activity together with the Activities Committee ☒

Inform

5. Having a clear division of labor within the committee ☒
6. Training the Chair of the First Years Committee, Isabel Freie ☒

INTERACT

1. As mentioned earlier the sounding board meeting did not take place.
4. The teacher's activity was planned in June. However due to the COVID-19 crisis the activity was cancelled.

INFORM

6. I have sat down with the Chair of the First Years Committee, Isabel Freie, to discuss and teach her the tasks of being a chair.

OVERVIEW OF ACTIVITIES

<i>Parent's Evening</i>	
Date	6th of November
Time	19:00-21:00

Location	Faculty of Social and Behavioural Sciences room SC01 and the central hall
Number of visitors	Around 60
Report	<p>We tried to make the parent's evening a little more fancy this year. We made different drinks (lemonade with lemon and mint) and snacks (bruchetta, wraps, caprese sticks and homemade hummus) and bought some other snacks. We reserved the central hall of the Faculty of Social and Behavioural Sciences where we lead the visitors when they had a break between presentations/lectures and after the lectures were finished to have some more snacks and drinks. The programme was:</p> <p>19:00: opening</p> <p>19:30: introduction + Itiwana presentation</p> <p>19:45: lecture 1 (Anouk de Koning)</p> <p>20:15: break (drinks and snacks at the central hall)</p> <p>20:30: lecture 2 (Tessa de Minter)</p> <p>21:00: ending + drinks</p>

<i>Introduction activity</i>	
Date	2th of September
Time	13:00-14:00
Location	Fields next to the Gorlaeus building
Number of visitors	35
Report	<p>With the help of the Activities Officer, Simone Luca, we organized an introduction activity. We set up three games to play outside of the Gorlaeus building. The first game was the name game. We split up the group in two smaller groups and stood in a big circle with enough distance between the students. When everybody had said their name the game started and once you had the ball you had to kick it to someone and say their name. After we switched up the groups we played a second game in two big circles: a board member said a statement and everybody had to raise their hands if that statement applied to them. For example, the statement: I have a pet. The third game was a quiz about Itiwana and the groups were split up in five small groups to discuss their answers. During the entire activity we</p>

	made sure everybody kept their distance to make sure we had a corona proof activity.
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<i>EL CID activity</i>	
Date	14th of Augustus
Time	15:30 – 17:00
Location	Faculty of Social and Behavioural Sciences room SC01
Number of visitors	Around 40
Report	The 'normal' EL CID activity could not take place due to the COVID-19 crisis. We as a committee could not be present because there could not be too many people. Board members of XXVII and XXVIII were present to give a presentation and we as a committee made a Kahoot about Leiden and Anthropology for the upcoming first years to play.

<i>Online First Years Weekend</i>	
Date	27th of September
Time	20:00-21:30
Location	Kaltura room
Number of visitors	??
Report	This activity was open for all first years students. We

Cancelled activities:

- Easter Brunch: April 15th, in Pieter de la Court building
- Teachers Activity: June 2020, location to be determined

ICA COMMITTEE

Committee members	Function
Loes Moree	Editor-in-chief
Roos Capel	Text editor & Lay-out editor
Rémi ten Hoorn	Text editor & Lay-out editor
Irene Midttum	Text editor & Promotion editor
Ole Witte	Media member & Lay-out editor
Veronie Rouschop	Media member & Lay-out editor

POLICY, STATUS YEAR REPORT

Interact

1. Create an Instagram account ☒
2. Organize a photo competition ☒
3. Have weekly meetings instead of biweekly ☒
4. Give members the possibility to choose if they want to receive the second publication of the ICA magazine as an online edition or a hard copy ☒
5. Give members the possibility to send in a story related to theme of the ICA. ☐

Inform

5. Create a magazine with a great diversity of content by not only publishing written articles, but also make a small documentary that is related to the theme of the magazine ☒
6. Analyzing other magazine covers that we think are interesting or aesthetically Pleasing to come up with an interesting cover ourselves ☒
7. Writing and filming about interesting and anthropology related topics ☒
8. Putting effort in making all the texts readable by adding pull quotes, subtitles and appealing pictures. ☐

INTERACT

2. The photo competition was a nice addition to the magazine. Members sent in photos related to the contrast theme. We used the winning photo for the cover. Other photos were used for the column 'In the picture' or other places in the magazine.

INFORM

5. We were invited by studio Pauw to film a talk show about contrast in their studio. This would be our film for the first ICA. Pauw cancelled this appointment one week beforehand. We did film two teasers for the ICA instagram.

OVERVIEW ISSUES

<i>Issue 1: Contrast</i>	
Date	January 2019
Amount of prints	x
Amount of pages	x
Report	<p>The first ICA of this year was about contrast. Within this broad theme we had 5 scientists that contributed, for example the famous Norwegian anthropologist Thomas Hylland Eriksen. We tried to involve our members by asking them to write an article relating to contrast and by organizing the photo contest. This worked out well, because this way many members contributed to the magazine.</p> <p>The members seem to be very positive about the Instagram account of the ICA. On this social media platform we post previews and news articles that relate to the theme of the magazine.</p>

<i>Issue 2: Medical Anthropology</i>	
Date	June 2020
Amount of prints	50
Amount of pages	32
Report	<p>The second ICA of this year was about Medical Anthropology. When we came up with this theme in January we had never expected this topic to be so relevant in the upcoming months because of Covid-19. We had a lot of fun making and designing this magazine both online and offline. We are very proud of the end result!</p> <p>We tried to emphasize the strong connection between anthropology and medics. In the magazine the Covid-19 crisis is discussed as well as the relation between beauty, religion and (mental) health.</p> <p>We tried to involve our members by asking them to write an article relating to the topic. They did so. Some members wrote about their experience working in the medical field and one member wrote a</p>

	story about the stigmatization of illnesses.
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PHOTO COMMITTEE

Committee members	Function
Mandy Huibregtsen	Chair
Anthonie Kluis	Secretary
Nova Folkersma	Treasurer
Mai-Lu Ensink	Archives and Publication
Charlotte Renselaar	Activities
Simone Luca	Camera Care

POLICY, STATUS YEAR REPORT

Interact

1. Plan a committee activity ☒
2. Stay in contact with members about privacy ☒
3. Organize a congress together with the AA Committee and the Education Committee ☒

Inform

4. Have a clear division of tasks within the committee ☒
5. The pictures taken at each activity will be uploaded to Mediawana ☒
6. Look into a new lens for the camera ☒
7. Archive the photos from 2015-2016 to 2017-2018 on SmugMug ☐

INTERACT

1. We had wanted to organize an activity during the second semester, but due to COVID-19, none of us were in Leiden nor was it wise to plan something. We had hoped to be able to do something together in September, but the measures were still in place and thus it wasn't safe to do so still.

INFORM

7. Unfortunately, we couldn't archive the photos from previous years on SmugMug. We had planned to do this in the second semester of 2019-2020, but had no access to the Hok

and it proved to be difficult to do from home. I have passed this on to the Chair of the Photo Committee 2020-2021.

OVERVIEW ACTIVITIES

<i>Excursion Fotomuseum Den Haag</i>	
Date	November 8 2019
Time	12:00-17:00
Location	Fotomuseum Den Haag
Number of visitors	Around 15
Report	<p>The number of visitors was as we had expected. We got together in het Hok and together took the train and tram to the museum.</p> <p>Everyone had to pay the entrance fee of 8 euros for themselves.</p> <p>There were multiple exhibits within the museum which we all visited. Especially the first and last exhibit were greeted with great enthusiasm. All of us went back to Leiden together except for a few people who stayed back in The Hague.</p>

<i>Bob Ross Painting Course</i>	
Date	February 10 2020
Time	14:00-17:00
Location	Café de Keyzer
Number of visitors	Around 20
Report	<p>The number of visitors ended up being higher than we had expected due to some issues with the money that had to be transferred to Itiwana. Therefore, some last-minute changes had been made and extra supplies had to be bought. That meant we started about 30 minutes later than planned. However, the reactions to the activity were positive and everyone went home with their own painting.</p>

SURVIVAL COMMITTEE

Committee members	Function
Jet Huugen	Chair
Iza Blakendaal	Secretary
Sarah Bozuwa	Treasurer
Mila Benjamins	Promotion

POLICY, STATUS YEAR REPORT

Interact

1. Organize a hitchhike weekend ☒
2. Set up a group chat and have weekly meetings ☒
3. Organize interactive games for the survival weekend ☒
4. Implement a game element and organize one joint activity during the hitchhike weekend ☒
5. Update my committee with respect to the committee clash and motivate them to participate with enthusiasm ☒

Inform

6. I will ask my committee members how they are doing every week ☒
7. We will make a promotion video for the hitchhike and the survival weekend ☒

INTERACT

2. Due to the COVID-19 crisis we were not able to organize a physical survival weekend. Instead we had an online survival weekend on the original date of the survival weekend. The survival committee posted two video's about 'at home survival' and 'surviving a lockdown', we also played 'weerwolven' and held a Netflix party session.
5. I did update my committee about the clash by addressing upcoming activities and committee clash challenges. I also updated my committee about the continuation of the Committee Clash through online challenges during the COVID-19 crisis.

INFORM

6. I started every meeting with my committee by asking them how they were doing.
7. We did that for the hitchhike weekend. There was no promoting video for the survival weekend. Instead the committee made COVID-19 related videos to entertain our members.

OVERVIEW OF ACTIVITIES

<i>Hitch Hike weekend</i>	
Date	28 th of February 2020 until the 1 st of March 2020
Time	-
Location	Berlin
Number of visitors	19 members of Itiwana and 12 members of Djembe
Report	<p>Hitchhiking went for the most people great. Two teams had some difficulties, but everyone made it to Berlin. We got a lot of positive reactions from the members. They all had a lot of fun. The ambiance was good, there were no negativities between students. We did not had a lot of joint activities. But with the pub crawl everyone enjoyed the beers and cocktails. For next year we recommend to choose a location not as far as Berlin. Some pairs arrived late in the evening. There were less people joining the trip than we expected. They could not make it because of other appointments.</p> <p>Overall we got enthusiastic feedback and it was a big success.</p>

<i>Activity Survival weekend</i>	
Date	The 1 st f May until the 3 rd of May 2020
Time	-
Location	Online
Number of visitors	-
Report	<p>The survival committee organized an online survival weekend to provide our member with a survival experience despite the COVID-19 crisis. On Friday we posted a video about how you can make your own survival weekend at home, we built our own fort and melted marshmallows. On Saturday the game 'weerwolven' was introduced, this went on for days after the end of the online survival weekend. Saturday night we watched the film 'Lion' on Netflix Party. Sunday the survival committee uploaded another video about how to get through the lockdown, we came up with various ways to spend your time or improve your mental health. We heard various enthusiastic responses</p>

	from our members, especially about the game 'weerwolven'.
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TRAVEL COMMITTEE

Committee members	Function
Simone van der Hoek	Chair
Hannah van der Donk	Secretary
Sanne Klarenbeek	Treasurer
Jasmijn Gultuna	External Affairs, vice-Secretary
Roxanne Hendrix	External Affairs
Iza Blankendaal	Promotion
Anne van der Enden	Promotion

POLICY, STATUS YEAR REPORT

Interact

1. Team building within the committee through informal activities. ☒
2. Organize anthropological relevant activities. ☒
3. Conduct a survey after the study trip. ☒
4. Adopt a professional attitude towards others. ☒
5. Good communication between the Travel Committee and the department. ☒

Inform

6. Clear task distribution and ensuring that tasks are performed. ☒
7. Appointing two committee members as external, one responsible for the LUF. ☒
8. Secretary main administrator e-mail and makes sure GDPR is considered. ☒
9. Making an after movie. ☒

INTERACT

2. Due to COVID-19 we had to cancel our study trip to Poland. So instead we posted stories on Instagram with information about travelling and Poland in the week when the study trip would have taken place. The activities that we had planned to do in Poland and the information evenings would have been anthropologically relevant. The main purpose of the stories on Instagram was that they were fun to watch and interesting more than they were anthropologically relevant.
3. The money we collected this year at the Open Mic night will be donated to the charity that will be chosen for next year's trip. This way we can be present when we give money to a charity and can give this charity a bigger donation.

INFORM

7. In our committee two committee members as external worked well. It has become apparent that due this division of task it is clear what everyone should do and when it should be finished.

OVERVIEW ACTIVITIES

<i>Itidrinks: Trip reveal</i>	
Date	13 November 2019
Time	21:00
Location	Studio de Veste
Number of visitors	26
Report	<p>The committee members responsible for the promotion had made a short film in advance that finally announced the destination of the trip. There was no food arranged by the committee, so the members were free to buy something to drink at the bar on their own. The plan was to show the film around 9.30 pm, but because there were some technical problems with the projector, we could only show the film a little later. Fortunately, the problems were solved and the film could be shown with good sound. The tension was well built up, especially by the music in the video and the attendees were enthusiastic. After the video ended and the destination was announced, the members present responded very positively. Most of them continued to chat for a while, but afterwards the majority went home on time. As a committee, we expected a slightly larger turnout, but the atmosphere was very good, and the attendees were particularly enthusiastic of the creative announcement video.</p>

LASSA

Committee members	Function
Jari Tönjes	Chair
Veronie Rouschop	Secretary
Mika Kraft	Treasurer
Julia Kuipers	Promotion
Elvira Roos	General member
Michiel Beekman	General member
Mauve Bos	General member
Manon Paape	General member
Lieven Scheepers	General member
Jitse de Vriend	General member
Wouter Keijzer	General member

OVERVIEW ACTIVITIES

<i>Antropoloco</i>	
Date	29 th of November 2019
Time	22.00 - 4.00
Location	Club Maggy, Utrecht
Number of visitors	Around 70
Report	It was a fun party, with great music and the compelling theme of 'Feest mee met de ANWB'. As is always the case with LaSSA activities, there were people from all anthropology associations. It went on till the end, where there were still plenty people to travel home and scent a breeze of morning sun. The organization (mostly by Veronie, Lieven and Michiel) went very well and people had a

	great time. Tickets were 3 euros.
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<i>Antropoloopbaan</i>	
Date	27th of February 2020
Time	15.30 - 22.00
Location	Amsterdam: Amnesty International, Zuid-Afrikahuis, and de Vrije Universiteit
Number of visitors	40
Report	The afternoon / evening consisted of different parts: first, there were 2 visits to organizations. After a tour at Amnesty's office, Zuid-Afrikahuis was up. Then, after those, it was time to go to the VU's campus, where everyone had pizza, followed by a short lecture from Jop Koopman on his research on Lombok, which also shun light on the inner workings of PhD-life. There were some free drinks as well.



FINAL FINANCIAL REPORT

The final financial report can be found after the 'General Assembly: year report at:
www.itiwana.org – Itiwana – Report & Policy – Board XXVII, 2019-2020.

